



# Sachse, Texas

Sachse City Hall  
3815 Sachse Road  
Building B  
Sachse, Texas 75048

## Minutes - Full Report Parks and Recreation Commission

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Thursday, November 10, 2011

7:00 PM

City Hall

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The Parks and Recreation Commission of the City of Sachse will hold a Regular Meeting on Thursday, November 10, 2011, at 7:00 p.m. in the Council Chambers at Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business:

- Present** 6 - Chairman Jeff Bickerstaff, Board Member Brett Franks, Board Member Diana Smith, Board Member Darlene Putman, Board Member Juanita Miller, and Board Member Spencer Hauenstein
- Absent** 1 - Board Member Kirsten Hill

**Also present:** City Council Liaison Jared Patterson, Parks Director Lance Whitworth and Activity Coordinator Cynthia Wiseman

**1. Invocation and Pledge of Allegiance to the U.S. and Texas Flags**

The meeting was called to order at 7:00 PM by Chairman, Jeff Bickerstaff.

- 2. 11-0532** Consider approval of minutes of the October 13, 2011 regular meeting.

*Executive Summary*

*This item is to approve the minutes from the previous meeting.*

A motion was made by Spencer Hauenstein and seconded by Darlene Putman to approve the minutes. Motion passed unanimously.

**3. Discuss and consider Firefighter's Park located on 5th Street.**

Mr. Whitworth reported on 5th Street Park. He reported to the board that the funds in Park Development fees are lower than expected because of the added expense at Salmon Park due to a swale being built at the park. The remaining Park Development fees are at \$36,000 and we have \$20,000 donated from the Fire Fighter's Association. That leaves us with less funding than was originally planned for the park. Mr. Whitworth reported that the City Manager would like to put this on the capital projects list, which means that the park plans will need to be approved by City Council. We can do the design and engineering in house once a new City Engineer is hired. Since funding for the project is lower than expected, the park will need to be built in phases, instead of all at once.

4. Discuss and consider pond maintenance at Park Lake Park.

Mr. Whitworth reported that the Public Works Director said that it will be fine to try the cage for one of the gutters at Park Lake. We currently do not have funds in the budget to purchase one but we can request it in next year's budget. Ms. Miller will look into seeing if we can get one of these to use for a trial period.

5. 11-0527 Discuss and consider policies and fees for City indoor facility reservations.

Mr. Whitworth reported that we currently have 2 facilities that we reserve out to citizens for no fee: the Library Meeting Room and Old City Hall. We also receive requests to reserve the Senior Center but we do not reserve it out because there is no policy for this facility. Staff would like to take to City Council a proposal for reserving these facilities, as well as a fee structure for reservations of these facilities. A motion was made by Juanita Miller and seconded by Darlene Putman to approve the policy proposed by staff with the following changes: "other groups" being added in place of "for profit groups" in "a.", "b.", and in the table. Motion passed unanimously.

6. 11-0530 Discuss and consider amendments to City Ordinance, Section 7-2, regarding fees for parks and recreation facility usage.

Mr. Whitworth reported on the changes made by staff to City Ordinance 7-2, from the last board meeting. After discussion, a motion was made by Brett Franks and seconded by Juanita Miller to approve Ordinance 7-2 with the following changes: omit "tournaments/and or" in E-4 (a3), omit E-4 (a6), add naming of parks as powers and duties of the park board under D-1, add posting of agendas on the City website under D-11, change "the" to "a" covered picnic facility once in section D-3 (a) and twice in D-3 (b). Motion passed unanimously.

7. Discuss and consider Arbor Day / Spring Cleanup event.

Mr. Whitworth reported that the date for the Arbor Day cleanup has been set for April 14, 2012. We will send out letters to groups in January. Mr. Whitworth reported that we will hand out an informational flyer to groups that day on recycling information. Mr. Jared Patterson discussed that the City has a contract with Allied Waste which requires that Allied provide the City with a certain number of roll offs per year at no cost. Mr. Whitworth reported that there are 10 roll offs, 3 times a year that the City is eligible to receive at no cost from Allied Waste.

**8. Staff updates regarding current activities, special events, and personnel.**

At the November 7, City Council meeting, Council passed an amendment to the master fee schedule to include the Senior Center fees for membership and transportation. They also passed a resolution establishing a policy for naming of public facilities including parks and other city facilities. We had 450-500 people in attendance at the Pumpkin Prowl. We had sponsors including Smile Magic Dentists and Sports Clips. December 2 is the Daddy/Daughter Dance from 7-9 PM at the Senior Center and December 10 is the Christmas Parade and Cookies with Santa. Smile Magic Dentists and Sports Clips will be at the event. Yogurt UR Way has donated \$1,000 towards a synthetic ice rink that will be available at the event from 10 am-2 pm. Mr. Whitworth reported that the Parks Maintenance crew participated in a TRAPS maintenance rodeo. Our team came in 2nd place in trailer hauling which qualifies us to participate in the state competition.

**9. Request for future agenda items.**

Requests were made to elect officers, discuss Firefighter's Park, and the potential donation from Sachse Baseball Association.

**10. Set upcoming Parks and Recreation Commission meeting date.**

The next meeting was set for December 8, 2011, at 7:00 PM.

**11. Adjournment**

A motion to adjourn was made at 8:39 PM by Spencer Hauenstein . The motion passed unanimously.

**ATTEST:**

**APPROVED:**

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**SECRETARY**

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**CHAIRMAN**